

Training and Evaluation Outline Report

Task Number: 71-8-5121

Task Title: Establish Coordination and Liaison (Battalion - Corps)

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD1 - This training product has been reviewed by the training developers in coordination with the Fort Leavenworth foreign disclosure officer. This training product can be used to instruct international military students from all approved countries without restrictions.

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	ADRP 3-0	Unified Land Operations	Yes	No
	ADRP 5-0	The Operations Process	Yes	No
	ADRP 6-0 (Change 002, March 28, 2014)	Mission Command http://armypubs.army.mil/doctrine/DR_pubs/dr_a/pdf/adrp6_0_new.pdf	Yes	No
	FM 6-0	COMMANDER AND STAFF ORGANIZATION AND OPERATIONS	Yes	Yes

Condition: The command has received an operations plan, or warning, operations, or fragmentary order from higher headquarters and is exercising mission command. The commander has issued guidance on establishing coordination and liaison. The command has established communications with subordinate and adjacent units, and higher headquarters. The mission command system is operational and processing information in accordance with standard operating procedures. This task can be performed in hours of daylight or limited visibility in various environment conditions. The unit has received guidance on the rules of engagement. Some iterations of this task should be performed in MOPP 4.

Standard: The staff assists the commander with establishing liaison personnel prior to the beginning of the operation and in time to conduct all required coordination between commands and unified action partners. The staff exchanges information, through their liaisons to inform, integrate, and deconflict actions by forces and warfighting functions during the operations to reduce duplication, confusion, and problems. The staff uses the liaisons to provide the commander with relevant information, answer operational questions, and to enhance the commanders situational understanding.

Safety Risk: Low

Task Statements

Cue: None

ANGER

Leaders have an inherent responsibility to conduct Risk Management to ensure the safety of all Soldiers and promote mission accomplishment.

WARNING

Risk Management is the Army's primary decision-making process to identify hazards, reduce risk, and prevent both accidental and tactical loss. All soldiers have the responsibility to learn and understand the risks associated with this task.

CAUTION

Identifying hazards and controlling risks across the full spectrum of Army functions, operations, and activities is the responsibility of all Soldiers.

Remarks: None

Notes: Note 1: Task content last updated: 30July 2014.

TASK STEPS

1. The staff identifies liaison requirements during planning and throughout the operation:

a. Identifies higher, lower, adjacent, supporting and supported, and unified action partner units and/or groups through mission analysis and throughout the operations process that the unit will or may come into contact with that could help or hinder:

- (1) Information flow.
- (2) Troop movement.
- (3) Combat multipliers.
- (4) Information collection.
- (5) Intelligence analysis and reporting.
- (6) The overall commander's intent and/or end-state.

b. Determines liaison requirements:

- (1) Identifies personnel requirements, such as:
 - (a) Appropriate rank for receiving unit's commander and staff.
 - (b) Branch or functional area of expertise.
 - (c) Language requirements.

- (2) Identifies equipment requirements.

- (3) Plans for reciprocal liaison between units of other nationalities operating within the area of operation, if necessary.

- (4) Identifies unique requirements associated with joint and unified action partner operations, such as but not limited to:

- (a) Compatibility of communications equipment and mission command networks and information systems.
- (b) Cultural differences and sensitivities.
- (c) Differences in doctrine and tactics, techniques and procedures.
- (d) Multiple chain of commands.

c. Determines the type and size of liaison needed based on the mission variables and echelon of command.

- (1) A couriers (messengers) responsible for the secure physical transmission and delivery of documents and material.

(2) A single LNO, with minimum support.

(3) A liaison team composed of one or two LNOs, or a liaison with accompanying clerical personnel, drivers, and communications personnel with their equipment.

(4) A digital liaison detachment comprised of several teams with expertise and equipment in specialized areas, such as intelligence, operations, fire support, air defense, and sustainment.

2. The staff selects liaison personnel based on the following criteria:

a. Determines the sufficient rank to represent the unit commander effectively to the receiving unit's commander and staff.

b. Familiar with the sending unit's mission, to include:

(1) Current and future operations.

(2) Logistics status.

(3) Organization.

(4) Disposition.

(5) Capabilities.

(6) Tactics, techniques, and procedures.

c. Trained in their functional responsibilities.

d. Understands and is familiar with the liaison responsibilities:

(1) Requirements for and purpose of liaison.

(2) The liaison system and its reports, documents, and records.

(3) Liaison team training.

e. Possess familiarity with local culture and language, and have advanced regional expertise if possible and as needed.

3. The staff assists the liaison(s) in preparing for their transition as LNO or liaison team:

a. Provides an initial briefing on the current situation.

b. Provides an SOP outlining the missions, functions, procedures, and duties of the LNO or LNO team.

c. Provides access to communications equipment when the LNO or LNO team needs to communicate with their headquarters.

d. Confirms that the LNO or LNO team has access to the commander, the chief of staff/executive officer, and other staff officers for coordination issues.

e. Provides administrative and logistic support.

4. The staff provides the receiving unit with information on their liaison efforts

a. Identifies the number and types of personnel and vehicles, equipment, call signs, and frequencies carried with the incoming LNO or LNO team.

b. Verifies the liaisons possess the proper identification and appropriate credentials.

c. Verifies the liaisons possess appropriate security clearance, courier orders, transportation, and communications equipment.

d. Verifies the liaisons are briefed on the current situation, commander's intent and concept of operation.

e. Verifies the liaisons understand their commander's IR, especially the Commander's Critical Information Requirements.

f. Provide the unit's SOP outlines the missions, functions, procedures, and duties of the sending unit's liaison.

g. Verifies the liaisons understand reporting requirements.

5. The staff reviews specific liaison requirements or information from the receiving unit.

a. Includes reporting times, places, points of contact, recognition signals, and passwords.

b. Includes details of any tactical movement and logistics information relevant to the LNO's mission, especially while the LNO is in transit.

c. Confirms that the LNO has access to the commander, the chief of staff/executive officer and other officers, as required.

d. Provides the LNO an initial briefing of the unit battle rhythm and allows the LNO access necessary to remain informed of current operations.

e. Publishes an SOP outlining the missions, functions, procedures to request information, information release restrictions and clearance procedures, and duties of the LNO or team at the receiving unit.

f. Provides access to communications equipment (and operating instructions, as needed) when the LNO needs to communicate using the receiving unit's equipment.

g. Provides adequate workspace for the LNO.

h. Provides administrative and logistic support, or agreed to host-nation support.

(Asterisks indicates a leader performance step.)

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. The staff identified liaison requirements during planning and throughout the operation:			
a. Identified higher, lower, adjacent, supporting and supported, and unified action partner units and/or groups through mission analysis and throughout the operations process that the unit came into contact with that helped or hindered:			
(1) Information flow.			
(2) Troop movement.			
(3) Combat multipliers.			
(4) Information collection.			
(5) Intelligence analysis and reporting.			
(6) The overall commander's intent and/or end-state.			
b. Determined liaison requirements:			
(1) Identified personnel requirements, such as:			
(a) Appropriate rank for receiving unit's commander and staff.			
(b) Branch or functional area of expertise.			
(c) Language requirements.			
(2) Identified equipment requirements.			
(3) Planned for reciprocal liaison between units of other nationalities operating within the area of operation, if necessary.			
(4) Identified unique requirements associated with joint and unified action partner operations, such as but not limited to:			
(a) Compatibility of communications equipment and mission command networks and information systems.			
(b) Cultural differences and sensitivities.			
(c) Differences in doctrine and tactics, techniques and procedures.			
(d) Multiple chain of commands.			
c. Determined the type and size of liaison needed based on the mission variables and echelon of command.			
(1) A couriers (messengers) responsible for the secure physical transmission and delivery of documents and material.			
(2) A single LNO, with minimum support.			
(3) A liaison team composed of one or two LNOs, or a liaison with accompanying clerical personnel, drivers, and communications personnel with their equipment.			
(4) A digital liaison detachment comprised of several teams with expertise and equipment in specialized areas, such as intelligence, operations, fire support, air defense, and sustainment.			
2. The staff selected liaison personnel based on the following criteria:			
a. Determined the sufficient rank to represent the unit commander effectively to the receiving unit's commander and staff.			
b. Familiar with the sending unit's mission, to include:			
(1) Current and future operations.			
(2) Logistics status.			
(3) Organization.			
(4) Disposition.			
(5) Capabilities.			
(6) Tactics, techniques, and procedures.			
c. Trained in their functional responsibilities.			
d. Understood and is familiar with the liaison responsibilities:			
(1) Requirements for and purpose of liaison.			
(2) The liaison system and its reports, documents, and records.			

(3) Liaison team training.			
e. Possess familiarity with local culture and language, and have advanced regional expertise if possible and as needed.			
3. The staff assisted the liaison(s) in preparing for their transition as LNO or liaison team:			
a. Provided an initial briefing on the current situation.			
b. Provided an SOP outlining the missions, functions, procedures, and duties of the LNO or LNO team.			
c. Provided access to communications equipment when the LNO or LNO team needs to communicate with their headquarters.			
d. Confirmed that the LNO or LNO team has access to the commander, the chief of staff/executive officer, and other staff officers for coordination issues.			
e. Provided administrative and logistic support.			
4. The staff provided the receiving unit with information on their liaison efforts.			
a. Identified the number and types of personnel and vehicles, equipment, call signs, and frequencies carried with the incoming LNO or LNO team.			
b. Verified the liaisons possessed the proper identification and appropriate credentials.			
c. Verified the liaisons possessed appropriate security clearance, courier orders, transportation, and communications equipment.			
d. Verified the liaisons were briefed on the current situation, commander's intent and concept of operation.			
e. Verified the liaisons understood their commander's IR, especially the Commander's Critical Information Requirements.			
f. Provided the unit's SOP outlines the missions, functions, procedures, and duties of the sending unit's liaison.			
g. Verified the liaisons understood reporting requirements.			
5. The staff reviewed specific liaison requirements or information from the receiving unit.			
a. Included reporting times, places, points of contact, recognition signals, and passwords.			
b. Included details of any tactical movement and logistics information relevant to the LNO's mission, especially while the LNO is in transit.			
c. Confirmed that the LNO had access to the commander, the chief of staff/executive officer and other officers, as required.			
d. Provided the LNO an initial briefing of the unit battle rhythm and allowed the LNO access necessary to remain informed of current operations.			
e. Published an SOP outlining the missions, functions, procedures to request information, information release restrictions and clearance procedures, and duties of the LNO or team at the receiving unit.			
f. Provided access to communications equipment (and operating instructions, as needed) when the LNO needed to communicate using the receiving unit's equipment.			
g. Provided adequate workspace for the LNO.			
h. Provided administrative and logistic support, or agreed to host-nation support.			

TASK PERFORMANCE / EVALUATION SUMMARY BLOCK							
ITERATION	1	2	3	4	5	M	TOTAL
TOTAL PERFORMANCE MEASURES EVALUATED							
TOTAL PERFORMANCE MEASURES GO							
TRAINING STATUS GO/NO-GO							

ITERATION:

1 2 3 4 5 M

COMMANDER/LEADER ASSESSMENT:**T P U****Mission(s) supported:** None**MOPP 4:** Sometimes**MOPP 4 Statement:** None**NVG:** Never**NVG Statement:** None**Prerequisite Collective Task(s):**

Step Number	Task Number	Title	Proponent	Status
	71-8-5120	Prepare for Tactical Operations (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	71-8-5123	Task Organize for Operations for Divisions and Corps	71 - Combined Arms (Collective)	Approved
	71-8-5142	Evaluate Situation or Operation (Battalion - Corps)	71 - Combined Arms (Collective)	Approved

Supporting Collective Task(s):

Step Number	Task Number	Title	Proponent	Status
	71-8-5110	Plan Operations Using the Military Decision Making Process (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	71-8-5111	Conduct the Military Decisionmaking Process (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	71-8-5142	Evaluate Situation or Operation (Battalion - Corps)	71 - Combined Arms (Collective)	Approved
	71-8-5410	Provide Liaison Among Military and Civilian Organizations (Battalion-Corps)	71 - Combined Arms (Collective)	Approved

Supporting Individual Task(s):

Step Number	Task Number	Title	Proponent	Status
	150-MC-5111	Conduct the Military Decisionmaking Process	150 - Combined Arms (Individual)	Approved

Supporting Drill Task(s): None**Supported AUTL/UJTL Task(s):**

Task ID	Title
ART 5.1.2.1	Establish Coordination and Liaison

TADSS

Step ID	TADSS ID	Title	Product Type	Quantity
No TADSS specified				

Equipment (LIN)

Step ID	LIN	Nomenclature	Qty
No equipment specified			

Materiel Items (NSN)

Step ID	NSN	LIN	Title	Qty
No materiel items specified				

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT. .

Safety: In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination. .